

**BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD**

**Minutes of the April 26, 2017 Regular Meeting**

The Butler County Educational Service Center Governing Board met at 4:30 p.m. on Wednesday, April 26, 2017 at the Educational Service Center located at 400 North Erie Blvd, Suite A, Hamilton, Ohio 45011.

Minutes were taken by Treasurer, Ken Ulm.

Mr. Graham Pritchard, President called the meeting to order at 4:30 p.m.

**ROLL CALL** - showed the following members present: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Also, present was the Superintendent, Chris Brown; Director of Human Resources, Laura Theiss; Treasurer, Ken Ulm and guests; Alan Rigling and Sissy Rasmussen.

**Treasurer's Note:**

Resolution No. 17-103 **Approval of Minutes**

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held March 22, 2017.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, Leap, M. Pritchard and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-104 **Financial Reports**

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Monthly Financial Report, Financial Detail Report, Investment Report, Early Head Start/Head Start Financial Expenditure Reports and Bank Reconciliation for March, 2017.

Mrs. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-105 **Master Card Expenditures**

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Master Card expenditures for the month of March, 2017 as listed in Appendix "A" which is attached and becomes an official part of the minutes.

Mrs. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-106

**Donation - LifeTouch**

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the donation for the month of April, 2017 for Butler County Head Start on behalf of LifeTouch in the amount of \$104.84 as listed in Appendix "B" which is attached and becomes an official part of the minutes.

Mrs. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-107

**Donation - Mary L. Bullen**

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the donation for the month of April, 2017 for Preble County Head Start on behalf of Mary L. Bullen in the amount of \$450.00, as listed in Appendix "C" which is attached and becomes an official part of the minutes.

Mrs. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-108

**Resignations**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the resignations as listed.

## CERTIFIED

## a. Burt, Meredith

Position: Speech Language Pathologist  
Effective: 7/31/2017

## b. English, Michelle

Position: Preschool Intervention Specialist  
Effective: 7/31/2017

## c. Mider, Jamie

Position: Speech Language Pathologist  
Effective: 7/31/2017

## NON-CERTIFIED

## a. Carothers, Joy

Position: Community School Liaison  
Effective: 6/30/2017

## b. Connelly, Jane

Position: Nutrition Manager  
Effective: 4/26/2017

## c. Fey, Brooke

Position: Help Me Grow Service Coordinator  
Effective: 4/13/2017

## d. Iredale, Bobbie

Position: Family Service Worker  
Effective: 4/25/2017

## e. Neeley, Shantel

Position: Teacher - ECE  
Effective: 3/24/2017

## f. Pennell, Melissa

Position: Accountant  
Effective: 3/24/2017

## g. Combs, Brittaney

Position: Family Service Worker - Case Management - Preble Co.  
Effective: 4/24/2017

## h. Stephens, Jennifer

Position: Assistant Teacher / Van Monitor  
Effective: 4/26/2017

Mr. Schechter moved and Mrs. M. Pritchard seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard Nays: None. President declared motion carried.

Resolution No. 17-109

**Initial Appointments**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the initial appointments as listed.

## CERTIFIED

## a. Cromwell, Kristin

Position: School Psychologist  
 Contract: One Year  
 Salary: \$64,000

## b. Ryan, Carol

Position: School Psychologist  
 Contract: One Year  
 Salary: \$74,048

## NON-CERTIFIED

## c. Griebel, James

Position: Director of Operations  
 Contract: One Year - Administrative  
 Salary: \$77,500

## d. Haemmerle, Christy

Position: Instructional Assistant  
 Contract: One Year  
 Salary: \$17,236

## EMPLOYMENT OF NON-CERTIFICATED PERSONNEL AS SUBSTITUTES:

Thomas, Michelle  
 Tribble, Brenda

Mr. Schechter moved and Mrs. M. Pritchard seconded the adoption of the resolution and roll call vote resulted:  
 Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-110

**Limited Contract Renewals**

BE IT RESOLVED, the Superintendent recommends the Governing Board renew the limited contracts for the 2017-2018 school year for the listed employees.

## CERTIFIED ADMINISTRATORS

<b>Name</b>	<b>Contract</b>	<b>Expires</b>
Rollins, Terri	Two Year	2019

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-111

**Limited Contract Renewals - Certified Staff**

BE IT RESOLVED, the Superintendent recommends the Governing Board renew the limited certified contracts for the 2017-2018 school year for the employees listed in Appendix "D" which is attached and becomes an official part of the minutes.

Mr. Schechter moved and Ms. Leap seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-112

**Limited Contract Renewals -Non-Certified Staff**

BE IT RESOLVED, the Superintendent recommends the Governing Board renew the limited non - certified contracts for the 2017-2018 school year for the employees listed in Appendix "E" which is attached and becomes an official part of the minutes.

Mr. Schechter moved and Ms. Leap seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-113

**Limited Two Year Contracts**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the two year limited contracts for the employees listed.

Beadle, Elizabeth	Two Year	2019
Bostick, Zachariah	Two Year	2019
Broughton, Glenda	Two Year	2019
Burns, Tara	Two Year	2019
Collins, Courtney	Two Year	2019
Hammond, Jeffrey	Two Year	2019
Hill, Andrew	Two Year	2019
Hollowell, Jason	Two Year	2019
McDaniels, Samantha	Two Year	2019
Morton, Calandra	Two Year	2019
Piliero, Joseph	Two Year	2019

Starks, Cynthia	Two Year	2019
Tucker, Emily	Two Year	2019
Yeazel, Douglas	Two Year	2019

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-114 **Continuing Contracts - Non-Certified Staff**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the continuing contracts for the 2017-2018 school year for the employees listed.

Fischer, Ruowei  
Price, Andrea

Mr. Schechter moved and Mrs. M. Pritchard seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-115 **Contract Adjustment**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contract adjustment for the employee as listed.

Hart, Karen

Position:	Physical Therapist
Days from:	75
Days to:	111
Salary from:	\$27,684
Salary to:	\$40,972

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-116 **Supplemental Contracts**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the supplemental contracts as listed.

Ashcraft, Sheena	\$100.00	Student Mentor
Coulter, Dustin	\$100.00	Student Mentor
Palmer, Anna	\$100.00	Student Mentor
Soto, Misty	\$100.00	Student Mentor

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-117

**Job Abolishments**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the job abolishments as listed effective 2017- 2018.

Intervention Specialist                      1.0 FTE                      New Miami

Mr. Schechter moved and Mrs. M. Pritchard seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-118

**Salary Increases**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the salary increases as listed.

a. Price, Andrea

Position:            Accounting Specialist  
Salary From:       \$35,020  
Salary To:           \$43,500

b. Spath-Meyer, Patty

Position:            Assistant Treasurer  
Salary From:       \$64,463  
Salary to:           \$69,000

Mrs. M. Pritchard and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-119

**Second Reading & Approval of Governing Board Policies**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the board policies as listed in Appendix "F" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-120

**Amanda Anglin-DeVotie - Consultant Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Consultant Agreement with Amanda Anglin-DeVotie for as a consultant for Butler County Children Services effective March 27, 2017-June 30, 2017 in the amount of \$7,268.80 as listed in Appendix "G" which is attached and becomes part of the official minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-121

**Jake Fullard - Consultant Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contracted services agreement with Jake Fullard as a Summer Camp Instructor for Butler County Children Services effective July 1, 2017 - July 31, 2017 in the amount of \$1,260.00 as listed in Appendix "H" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-122

**Ross Local School District - Contracted Service Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contracted service agreement with Ross Local Schools for Gifted Audit and Consultation effective March 30, 2017 through June 30, 2017 in the amount of \$1,680 as listed in Appendix "I" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-123

**Princeton City School District - Contracted Service Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contracted service agreement with Princeton City Schools for Speech Language Pathology Service effective March 6, 2017 through March 31, 2017 at hourly rate of \$58.00 not to exceed 8 hours per day, 5 days per week as listed in Appendix "J" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-124

**Tatyana Elleseff - Consultant Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contracted services agreement with Tatyana Elleseff as a Speech Language Pathologist Conference Speaker for Butler County Children Services effective November 7, 2017 at the rate of \$2,500 plus travel expenses; not to exceed a total of \$3,200 as listed in Appendix "K" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.



Resolution No.17-125

**Ross Local Schools - MOU**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the memorandum of understanding with Ross Local School District, effective August 1, 2017 through July 31, 2018 at hourly rate of \$126.00 per hour for audiology services, \$105.00 per hour for hearing impaired services and \$65.00 per item for leased equipment as listed in Appendix "L" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-126

**New Miami Local Schools - MOU**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the memorandum of understanding with New Miami Local School District, effective August 1, 2016 through July 31, 2017 at hourly rate of \$122.00 per hour for audiology services, \$100.00 per hour for hearing impaired services and \$65.00 per item for leased equipment as listed in Appendix "M" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-127

**Affordable Language Services - Consultant Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the consultant agreement with Affordable Language for translation services effective July 1, 2017 - June 30, 2018 in the amount, not to exceed \$1,000 as listed in Appendix "N" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-128

**Twin Valley Community Schools - Lease Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the lease agreement with Twin Valley Community Schools effective June 1, 2017 through June 30, 2018 as listed in Appendix "O" which is attached and becomes part of the official minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-129

**Ashland University - Licensing Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Butler County ESC Professional Learning Center licensing agreement with Ashland University for professional development courses effective March 30, 2017 - August 31, 2018 in the amount of \$210.00 per credit hour as listed in Appendix "P" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-130

**Next Step Networking - GAFE Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the GAFE Agreement with Next Step Networking for Google Apps Domain Administration for Union Day effective November 1, 2016 - October 31, 2017 in the amount of \$6,000 as listed in Appendix "Q" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-131

**Butler County JFS - Public Outreach Advisor Contract**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contract with Butler County Department of Job and Family Services for the Public Outreach Advisor Contract effective April 26, 2017 through April 30, 2018 in the amount not to exceed \$27,945.00 as listed in Appendix "R" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-132

**Talawanda School District - MOU**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the memorandum of understanding with Talawanda School District, effective August 1, 2017 through July 31, 2018 at hourly rate of \$126 per hour for audiology services, \$105 per hour for hearing impaired services and \$65 per item for leased equipment as listed in Appendix "S" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-133

**Saint Margaret of York Catholic School - MOU**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the memorandum of understanding with Saint Margaret of York Catholic School, effective August 1, 2017 through July 31, 2018 at hourly rate of \$126 per hour for audiology services, \$105 per hour for hearing impaired services and \$65 per item for leased equipment as listed in Appendix "T" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-134

**Fairfield City School District - Contracted Service Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contracted service agreement with Fairfield City Schools for Speech Language Pathology Coverage for maternity leave effective August 30, 2017 through October 26, 2017 at hourly rate of \$61.00 not to exceed 8 hours per day, 4 days per week as listed in Appendix "U" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-135

**St. Bernard - Elmwood Place S.D. - Contracted Service Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contracted service agreement with St. Bernard - Elmwood Place School District for Speech Language Pathology Coverage for maternity leave effective April 3, 2017 through May 26, 2017 at hourly rate of \$58 not to exceed 8 hours per day, 2 days per week as listed in Appendix "V" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-136

**Southwest Local School District - Contracted Service Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contracted service agreement with Southwest Local Schools for professional development service to be delivered on August 3, 2017 in the amount of \$966 as listed in Appendix "W" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-137

**Thornwilde Elementary School PTA - Contracted Service Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement with Thornwilde Elementary School PTA for Tinker TANK event to be delivered on April 19, 2017 in the amount of \$500 as listed in Appendix "X" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-138

**Butler County Board of Developmental Disabilities - MOU (FCFC)**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the memorandum of understanding with the Butler County Board of Developmental Disabilities for FCFC Community Wraparound effective April 1, 2017 through March 31, 2018 in the amount of \$75,000 as listed in Appendix "Y" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

**Treasurer's Notes:****Board Member Comments:**

Resolution No. 17-139

**Executive Session for the Purpose of Personnel**

Mrs. M. Pritchard moved and Mrs. Garver seconded the motion for the board to move into executive session for the purpose of Personnel. Roll call vote resulted: Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None. President declared motion carried.

Board entered into executive session at 5:00 p.m.

Board emerged from executive session at 5:27 p.m.

Resolution No. 17-140

**Adjournment**

Mrs. M. Pritchard moved and Ms. Leap seconded that the Governing Board meeting adjourn at 5:27 p.m. Roll call vote resulted: Ayes: Garver, Leap, M. Pritchard and G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.

\_\_\_\_\_  
Mr. Graham Pritchard  
Governing Board President

\_\_\_\_\_  
Mr. Ken Ulm  
Governing Board Treasurer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date